

# Meeting Minutes

## October 16, 2003

### Town of Los Altos Hills

### City Council Special Meeting

Thursday, October 16, 2003, **5:00 P.M.**  
Council Chambers, 26379 Fremont Road

#### 1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Mayor Cheng called the Special Meeting of the City Council to order at 5:00 p.m. in the Council Chambers at Town Hall.

- Present: Mayor Cheng, Councilmember Kerr and Councilmember Warshawsky  
Finance and Investment Committee Members Frank Lloyd, Wilfred  
Corrigan, Craig Jones, and R. Douglas Norby
- Absent: Mayor Pro Tem O'Malley, Councilmember Fenwick  
Finance and Investment Committee Membrs Lalla Carsten, Lall Jain and  
Roy Rogers
- Staff: City Manager Maureen Cassingham, City Attorney Steve Mattas,  
Planning Director Carl Cahill, City Engineer/Director of Public Works  
Mintze Cheng, Administrative Services Director Sarah Joiner,  
Accountant/Office Manager Cindy Higby and City Clerk Karen Jost
- Press: Kaye Ross, San Jose Mercury News and Tim Seyfert, Los Altos Town  
Crier

#### 2. STUDY SESSION ON THE REVISED OPERATING AND CAPITAL IMPROVEMENT BUDGETS-FISCAL YEAR 2003-2004

Administrative Services Director Sarah Joiner summarized her staff report for Council and the Finance and Investment Committee. She explained that she had met with the Committee on October 16, 2003 to review the Town's Fund Balances/Retained Earnings Summary Revisions after adoption of the State Budget for Fiscal Year 2003-2004. This was reflected in Worksheet #1 of Joiner's report. The Committee's approved recommendations were shown as Worksheet #2. This was being forwarded to the City Council for consideration on the agenda as Public Hearing Item 11.1 of tonight's Regular City Council Meeting.

Discussion ensued regarding the possible fiscal impact of the newly-elected Governor's campaign promise to eliminate the vehicle license fees; street projects; proposed Town projects; and the spreadsheet format that was being used.

Council requested that Administrative Services Director Joiner prepare a revised budget report format that would show:

- Ongoing routine operating revenue and expenses

- One-time operating revenue and expenses
- CIP reported separately

3. PRESENTATIONS FROM THE FLOOR

4. ADJOURNMENT

The Special City Council Meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Karen Jost  
City Clerk

The minutes of the October 16, 2003 Special Meeting were approved at the November 6, 2003 Regular City Council Meeting.